



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1.1.19 Period start date To 31.12.20 Period end date

Charity name: ROYAL NAVAL ASSOCIATION LIVERPOOL BRANCH

Charity registration number: 1069471

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO PROMOTE THE IDEALS OF THE ROYAL NAVAL ASSOCIATION
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.18	SUPPORTING OUR MEMBERS WELFARE AND AWARDED GRANTS TO OUR NAVAL ANCILLARIES ie. SEA CADETS
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	FULLY COGNIZANT.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>ENSURING THE WELFARE OF OUR MEMBERS. KNOWING WE ARE ALWAYS THERE TO HELP IN ANY EVENTUALITY.</p> <p>ENSURING OUR GRANT PROGRAMME IS FULLY ROBUST.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	FULLY AUDITED AND SIGNED OFF
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	NO RESERVES - ALL MONIES HELD IN CURRENT/DEPOSIT ACCTS AND VARIOUS INVESTMENTS
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NONE

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	ROYAL CHARTER AWARDED
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	ASSOCIATION
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	OUR BRANCH COMMITTEE AS A WHOLE

TO HQ

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	LIVERPOOL BRANCH ROYAL NAVAL ASSOCIATION
Other name the charity uses	NONE
Registered charity number	1069471
Charity's principal address	38 BOURING PARK ROAD LIVERPOOL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	<i>[Signature]</i>	CHAIRMAN		BRANCH COMMITTEE
2	<i>[Signature]</i>	COMMITTEE MEMBER		" "
3				
4				
5				
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
	N/A	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
	N/A	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	OUR MEMBERS AS A WHOLE
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
	N/A	

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure**Reason for non-disclosure of key personnel details**

N/A

Other optional information

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Branches that own/lease Building or Land – continued

Do you employ staff	Yes	No	Do you hold Employers Liability	Yes	No
		✓			

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JOHN ANDERSON	DAVID JAMES WELDON
Position (eg Secretary, Chair, etc)	CHAIRMAN	COMMITTEE MEMBER
Date	20.11.2020	

There has been no change to the aims and principles of Liverpool RNA.

JOHN ANDERSON
CHAIRMAN
8.4.2021

DAVID JAMES WELDON
COMMITTEE MEMBER
8.4.21



ROYAL NAVAL ASSOCIATION

BRANCH BALANCE SHEET AS AT 31 DECEMBER 2020			
RNA BRANCH <u>LIVERPOOL</u>		RNA AREA <u>10</u>	
CHARITY NUMBER (If applicable) <u>1069471</u>		ANNUAL	
ACCOUNTS			
BRANCH FUNDS		£	
Balance B/Fwd. from 31 December 2019		<u>16501-00</u>	See box 2 in 2017 returns
Add: Difference of Income over Expenditure for Year (OR)		<u>154305-00</u>	See box 5
Deduct: Difference of Expenditure over Income for Year		<u>(-)</u>	See box 6
Balance C/Fwd at 31 December 2020		TOTAL <u>£193409-00</u>	Box 1
+ Deposit A/c <u>22603-00</u>			
LOCATION OF FUNDS		£	
Investments		<u>170000-00</u>	
Balance in Deposit Account		<u>22603-00</u>	
Balance in Current Account		<u>806-00</u>	
Balance in other Bank Accounts			
Cash in Hand, including Petty Cash			
Loans (outstanding), if any		<u>(-)</u>	
Un-Presented Cheques (Cheques written out 2020, cleared on Bank Statement 2021)		<u>(-)</u>	
Box 2 shows (22603-00) added to Box 1		TOTAL <u>£193409-00</u>	Box 2

The Balance Sheet is a snapshot of the worth of the Branch at Financial Year End. It shows what the Branch owns (Bank, Cash etc) and what it owes (e.g. a Loan)

The Income & Expenditure Statements shows the main items in and out of the Branch accounts during the year.

Accounts scrutiny (by a competent finance person)

I/We certify that:

- All Branch accounts and supporting records have been scrutinised and, as far as appears from my/our scrutiny of these, proper books of accounts have been maintained by the Branch.
- The above Balance Sheet and attached Income & Expenditure Account have been prepared from the books and records of the Branch, and according to the information and explanations given to me/us by Branch Officers, and in my/our opinion, these are in accordance therewith.

Signed....

Print Name MAURICE CLIFFORD LONG

Date 30-4-21

LONGFORD

RNA BRANCH..... <u>Wivel 1000</u>	
ANALYSIS OF THE TOTAL OF CHARITABLE	
GRANT DONATIONS RECEIVED AND EXPENDITURE PAID	
THE INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020	
	£
INCOME (Grants or donations received)	
TOTAL RECEIVED	£

Box 7

EXPENDITURE (Grants or donations made by the Branch)	£
RNBT	1000.00
SEA CADETS	2500.00
BARGE	450.00
CANCER RESEARCH	750.00
TOTAL PAID	£4700.00

Box 8

Branches that own/lease Building or Land

Does your Branch own a Building	Yes	No	Who holds the Deeds
SOLD IN APRIL 2020		✓	

Does your Branch own Land	Yes	No	Who holds the Deeds
		✓	NEW PROPRIETOR

Does your Branch lease a Building	Yes	No	How much per year does this cost	How many years remaining on the Lease	Who holds the Lease
	✓		£ 2400-00 200pm	10 years	RJA BRANCH

Does your Branch lease the Land	Yes	No	How much per year does this cost	How many years remaining on the Lease	Who holds the Lease
		✓	£		

Is the Branch or Club responsible for maintenance of the Property/Land	Branch	Club
	✓ PART MAINTENANCE	

Who holds the Public Liability for the Insurance on your Property/Land	
	THE NEW PROPRIETOR

What is the cost of Depreciation on the Land / Building	£
	N/A

Does your Branch rent a room in a	Club	RBL Building	Pub	Other	How much per year does this cost
N/A					

This form explains charitable activity during the year. This information is used in the report to the Charities Commission.

It is important that all donations are in accordance with the RNA's charitable objects.

All Branches should be individually registered with the Charity Commission if total annual income exceeds £5,000

If your Branch is currently a registered charity and your income from all sources is regularly less than £5,000, then you should de-register with the Charity Commission.

<https://forms.charitycommission.gov.uk/enquiry-form/>

Charity Commission Returns criteria Income:

Less than £10,000 – Annual update Report required (easy online form)

More than £10,000 – Annual Return required (complete form online & download accounts)

We certify that:

- The Balance Sheet and attached Income & Expenditure Account have been prepared from the books and records of the Branch; they are a true record of the Branch's financial activity during the year.
- All annual subscriptions and entrance fees due from Members for the year have been collected and sent to Central Office.
- If Income is less than £25,000 the accounts have been proved by a competent person who is not the Treasurer. Above £25,000 Charity Commission rules have been obeyed.

Chairman Sign.

Print Name JOHN ANDERSON

Date 21.4.21

Secretary Sign

Print Name T. S. Smith

Date 21.4.21

Treasurer Sign.

Print Name BRION SMITH

Date 21.4.21

One copy to Central Office and one copy to Area Secretary.

THE ROYAL NAVAL ASSOCIATION LIVERPOOL BRANCH Charity number: 1069471

Independent Examiner's Report to the Trustees of the Charity

Report of the Independent Examiners to the Trustees on the accounts of the Charity for the year ended 31 December 2020

I report on the financial statement of the charity named above for the year ended 31 December 2020.

Respective responsibilities of the Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of opinion and scope of work undertaken

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

Independent Examiner's Statement

In connection with examination, no matters have come to my attention;

1. Which gives me reasonable cause to believe that in any material respect the requirements;
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. ~~To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.~~

Malcolm Wright - Chartered Accountant

Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 07 May 2021

STAN: FOR OUR RECORDS

M.C. HONG FOOT